

**Minutes of the Town Council Meeting held on Monday 2nd September 2013 at
7.00pm based at Social Centre, Westfield Lane**

Present:	Cllrs	J Thomas R Askew R Brown B Capstick M Gray R Hayhurst P Jordan E Tunstall J Tunstall T Walker	Mayor
In attendance		Mrs C L Baxter Mrs J A Patton	Town Clerk Deputy Town Clerk

1. **To receive apologies for absence**
Cllr J Pickin – Prior Engagement
Cllr S Tulley – Prior Engagement
2. **To receive Declarations of Interest (Disclosable Pecuniary)**
Cllr R Brown – Agenda item 14
Cllr R Hayhurst – Agenda item 14
Cllr P Jordan – Agenda item 13, 14 and 16
Cllr E Tunstall – Agenda item 13
Cllr T Walker – Agenda item 13
3. **To approve Minutes of the Town Council Meeting of 1st July 2013 as a true and accurate record**
Resolved. The Minutes of the Town Council Meeting of 1st July 2013 were accepted as a true and accurate record and duly signed by the Mayor.
4. **To approve Minutes of Finance and Management, Land and Property Committee Meeting of 22nd July 2013**
Resolved. The Minutes were approved as a true and accurate record.
5. **To approve Minutes of Recreation Committee Meeting of 22nd July 2013**
Resolved. The Minutes were approved as a true and accurate record.
6. **To approve Minutes of Environment and Planning Committee Meeting of 22nd July 2013**
Resolved. The Minutes were approved as a true and accurate record.
7. **To approve Minutes of Staffing Committee Meeting of 22nd July 2013**
Resolved The Minutes were approved as a true and accurate record.

8. **To approve Minutes of the Extra Ordinary Meeting of 2nd August 2013**
Resolved. The Minutes were approved as a true and accurate record.
9. **To approve Receipts and Payments report up to 31st July 2013**
Resolved. The Receipts and Payments report was approved as circulated to all members of the Town Council.
10. **To approve Accounts for payment up to 2nd September 2013**
Resolved. The accounts for payment were approved and cheques signed by Cllrs Brown and Hayhurst for the sum of £141,910.00 (General Account) and £13,606.12 (Wages Account).
11. **To approve Imprest report up to 31st July 2013**
Resolved. The Imprest account was approved as circulated to all members.
12. **To submit items of Correspondence (FIO)**
WMDC - Cllr D Jeffery – Swimming Pool Closure
YLCA – White Rose Update – August 2013
YLCA – Invitation to YLCA conference
Jon Trickett MP – Parish Precept 2013/2014
Chair of Upton and North Elmsall Parish Council – Closure of Minsthorpe Swimming Pool
YLCA – E-Information Bulletin – w/e 26 July 2013
13. **To consider a donation for the Remembrance Sunday buffet, administration charges and brass band 2013 – Letter deferred from 22nd July 2013**
Resolved. A donation of £250.00 was agreed for Royal British Legion – LGA 1972, section 137 or General Power of Competence (Localism Act 2011, ss 1-8)
14. **To consider a donation for Westfield Centre Food Bank – Letter deferred from 22nd July 2013**
Resolved. A donation of £500.00 was agreed for Westfield Centre Food Bank – General Power of Competence (Localism Act 2011, ss 1-8)
15. **To consider Old Folks Treat – Christmas 2013**
Resolved. Members to create a working group to look at providing a treat for the elderly for Christmas 2014
16. **To consider correspondence received from South Elmsall United Services Club in relation to the purchase of land adjacent to High Street and under the ownership of South Elmsall Town Council**
Resolved. It was agreed that South Elmsall Services Club be given the opportunity to rent the land in exchange for a peppercorn rent of £1.00 per annum. All maintenance of the land would be the responsibility of South Elmsall United Services Club.

The Club would need to instruct legal to draw up the lease terms and also fund SETC legal fees.

17. **To consider purchase of Mayoral pins for retiring Mayor/Mayoress and purchase of evening ribbon for Mayoral events**

Resolved. The Mayors allowance is available to purchase both the evening ribbon and retiring pins. LGA 1972, ss 15(5) and 34(5).

18. **To report updates from Frickley Football Pitches and Leasing Agreement**

Resolved. The leasing agreement has been signed by Councillor B Capstick and Town Clerk on behalf of South Elmsall Town Council. The document has been sworn by David Lewis Solicitor.

Funding has been received from Playing Fields Legacy. Further funding from Sport England and Land Trust should be received in due course.

The Contractors have carried out maintenance on site and the fields will be playable by Spring 2014.

19. **Westfield Centre**

a) **SECF Ltd – Minutes circulated**

Resolved. Minutes have been circulated to all members of the Town Council

b) **Electricity Supply and Ombudsman correspondence – Updates**

Resolved. The Ombudsman enquiry has completed. The findings are as follows:

- Npower should provide a written apology to South Elmsall Town Council with its concern for failing to contact SETC until after September 2012, when it acknowledged the outgoing occupants no longer resided in the property.
- Npower need to calculate the amount it has billed for usage between 25 January 2013 and 19 June 2013 on deemed rates and raise a goodwill gesture comparative to 10% of this figure, against the outstanding balance and in recognition of the service shortfall and confirm this in writing; and
- Offer a suitable payment plan to help repay the remaining balance at the discretion of the Company, if necessary.

c) **Yorkshire Water – To consider suggested work for Lanes Café**

Resolved. The Town Council will contact a plumber – SP Solutions to carry out remedial works before Yorkshire Water can fit an independent meter.

d) **Adult Education - Updates**

Resolved. The Adult Education agreement requires signatures of SECF Ltd Directors before returning to Manygates Centre

e) **Child Day Care - Updates**

Resolved. The Town Clerk has contacted Happy Days at Minsthorpe and is waiting for a response

f) **Biomass Boiler - Updates**

Resolved. Installation will commence on 2nd October 2013

g) **ERDF – To report on additional funding and SETC application**

Resolved. Town Council agreed to match fund £40k ERDF monies with £70k section 106 monies. Mr I Deighton will submit the application on SETC behalf.

h) Section 106 Money – To update on the 106 money from Broad Lane

Resolved. The Town Council will receive £70k in section 106 money from the Broad Lane development at South Elmsall.

Stolen Pipework – Appointment of LMB

Resolved. The Town Council will source independent contractors to provide quotations to replace the missing pipework before it can be pressured, powered and tested.

j) Lanes Café – To consider fitting door security access points in accordance with fire regulations

Resolved. Door security access will be fitted to the café entrance doors at a cost of £1,139.00 in accordance with fire regulations.

k) Triton Construction and Michael Hyde and Associates – Updates

Resolved. A meeting has been scheduled for Wednesday 18th September 2013 at 11.30am.

l) Tenants at Westfield Centre

Resolved. The following tenants are based at the Westfield Centre:

Yorkshire Chic Designs - Donna Whitney and Penny Kerr

The Lanes Café - Tina Harrison

Enquiries to rent the workshop have been made by Mr Craig Baxter he has been given a tenancy agreement for signing.

20. Westfield Lane Allotments – Notice to quit the site

Resolved. The Town Clerk received a letter from Stephenson & Son acting on behalf of the Diocese. The letter gives notice to the Town Council, effective from April 2015.

The Town Clerk will contact Stephenson & Son to arrange a meeting between all parties to discuss termination arrangements.

Mayor

Date